

City Council Mini-Retreat Summary – December 30, 2019

Those present on a roll call vote were: Mayor Marv Calvin, Council Members Rick Fagerlie, Sean Mueske, Vicki Davis, Fernando Alvarado, Julie Asmus, and Audrey Nelsen. Present 7, Absent 2.

Others present were: Interim City Administrator Brian Gramentz, City Clerk Judy Thompson, Recreation Director Rob Baumgarn, Public Works Director Sean Christensen, and Police Chief Jim Felt.

1. General Discussion on Local Option Sales Tax Projects

- **Stormwater** - Public Works Director Sean Christensen informed the Mayor and Council that the Stormwater Committee has met and prioritized the various proposed projects:
 - 1) East side drainage
 - 2) Garfield area – which is school-owned property and communications would need to take place with the school for possible purchase
 - 3) "Molly Pond"
 - 4) Menards area pond which would be a relief pond for Schwanke's, Menards, and Super 8 issues
 - 5) Vos Park – redesign possible
 - 6) Kennedy area pond – which is school-owned property and communications would need to take place with the school for possible purchase
- Public Works Director Sean Christensen stated the estimates for the East side drainage project came in high and were sent back for re-design. Phase One of the project is complete. He also noted that no design has been completed on the other projects at this time.
- **Robbins Island** – Recreation Director Rob Baumgarn informed the Mayor and Council that the Robbins Island Committee has also met and made a slight change to the original plan/layout for the project. Mr. Baumgarn provided a power point of the layout and indicated the Committee added a handicap parking area near the Destination Playground
- **Recreation Center/Event Center** – Interim City Administrator Brian Gramentz informed the Mayor and Council that the request for proposals (RFP's) have been received and reviewed. A construction manager has been established. The Invest In Willmar Committee has interviewed the top two architects and has recommended one. The project manager contract is being drafted. At the January 6, 2020 Council meeting, the recommended architects will be submitted to the Council. He noted the timeline has been extended to allow for public input.
- **Recreation Field/Swansson Field** – Interim City Administrator Brian Gramentz informed the Mayor and Council that the architect has been recommended and these two projects will have the same architect but will work together with the architect for the Recreation Center/Event Center to coordinate their efforts.
- This item was for information only.

2. City Hall/Community Center Discussion

- Interim City Administrator Brian Gramentz updated and presented information to the council regarding the proposed City Hall/Community Center project. Mr. Gramentz stated the project will be funded partly by municipal funding and partly by the local option sales tax. The task force has met, toured several facilities, and the request for proposals (RFP's) are substantially completed, released and advertised. The next step is a pre-proposal meeting to be held on January 7, 2020 where the prospective project managers and architects will have the opportunity to ask questions and then the RFP's are due a week later. Discussions on funding options available will begin in January.
- Lengthy discussion was held and updates will be provided as available.

At 7:25 p.m. Mayor Calvin recessed the meeting. The meeting reconvened at 7:38 p.m.

3. Committee Structure Discussion

- Interim City Administrator Brian Gramentz opened the discussion and asked if there might be a better structure to work together efficiently and effectively. Mr. Gramentz stated the Committees put the time in, then at Council the minutes are read word for word, and discussions are again held item by item as if they had not been discussed before. He felt this was a duplication of the Committee discussions and asked if this was necessary, or could the item be presented to Council and shorten the Council meetings by not duplicating the process. He suggested the discussions be held at committee level and the recommendation be presented to Council for action. The way it is now is duplicating the Committee work at the Council level. Once the recommendation from Committee comes to Council, items could be moved through more efficiently, trusting the Committee analyzed all the options knowing the item was discussed prior to the Committee making a recommendation and shorten the meetings and discussions at the Council level. Is this the way you want to continue or could there be a better way? Asked if more information needs to be included in the packet so we don't have to regrind the coffee twice. Committee process should help Council make decisions faster not slower. Do the items need to be read word for word or could it be summarized?
- Council discussion included: deal with only action items at Council; trust issues and respect amongst Council members; trust issues and respect between Council and staff; thoughts that more information is received at the Committee meetings; reading the Committee minutes word for word is important for the public; more uniform way to write minutes; Council come prepared for the meeting.
- No consensus or direction was established.

4. Adjourn

- The meeting adjourned at 8:30 p.m.